

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Social Services	(2) MEETING DATE 4/8/2014	(3) CONTACT/PHONE Laurel Weir (805) 781-1878	
(4) SUBJECT Request to approve amendments to the bylaws of the Homeless Services Oversight Council (HSOC) to add oversight of the Homeless Management Information System (HMIS) and Continuum of Care Policies and Procedures as duties of the HSOC.			
(5) RECOMMENDED ACTION It is recommended that the Board of Supervisors vote to amend the "Duties" section of the Bylaws of the Homeless Services Oversight Council (HSOC) to add oversight of the Homeless Management Information System (HMIS) and Continuum of Care Policies and Procedures as a duty of the HSOC.			
(6) FUNDING SOURCE(S) N/A	(7) CURRENT YEAR FINANCIAL IMPACT \$0.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? N/A
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____) <input type="checkbox"/> Board Business (Time Est. ____)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) n/a		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP n/a	(15) BUSINESS IMPACT STATEMENT? n/a	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: <u>January 8, 2013</u>	
(17) ADMINISTRATIVE OFFICE REVIEW Emily Jackson			
(18) SUPERVISOR DISTRICT(S) - ALL DISTRICTS			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Social Services / Laurel Weir
(805) 781-1878

DATE: 4/8/2014

SUBJECT: Request to approve amendments to the bylaws of the Homeless Services Oversight Council (HSOC) to add oversight of the Homeless Management Information System (HMIS) and Continuum of Care Policies and Procedures as duties of the HSOC.

RECOMMENDATION

It is recommended that the Board of Supervisors vote to amend the "Duties" section of the Bylaws of the Homeless Services Oversight Council (HSOC) to add oversight of the Homeless Management Information System (HMIS) and Continuum of Care Policies and Procedures as duties of the HSOC.

DISCUSSION

Background

The San Luis Obispo Countywide 10-Year Plan to End Homelessness called for the creation of a governing body to provide policy guidance and oversight for the on-going implementation of the 10-Year Plan. On June 23, 2009, the Board of Supervisors established the HSOC as a new advisory committee. In addition to providing guidance and oversight for implementation of the 10-Year Plan, the HSOC also acts as the Continuum of Care ("CoC") governing body.

The County serves as the Collaborative Applicant for CoC funding and receives over \$1 million in CoC funds from the U.S. Department of Housing and Urban Development (HUD) to serve homeless persons in San Luis Obispo County. These funds are distributed to nonprofits to provide case management services, transitional housing, and permanent supportive housing to homeless persons. Last year, these programs served 527 persons. In order for the County to remain eligible for such funding, the CoC governing body must be in compliance with HUD CoC regulations.

In July 2012, in accordance with statutory amendments made to the CoC program by the Homeless Emergency and Rapid Transition to Housing (HEARTH) Act, HUD released new regulations governing the CoC program. These regulations required the establishment and operation of a CoC governing body by July 2014. The HSOC serves as that governing body and it has by-laws describing how the body should operate. In addition, these regulations established administration of a Homeless Management Information System (HMIS) as a responsibility of the Continuum of Care oversight body, in conjunction with the HMIS Lead and Collaborative Applicant (the County). HMIS is used to provide HUD with information on client demographics, program services provided, and client outcomes for all CoC and HUD Emergency Solutions Grant funded programs.

The July 2012 regulations also required the Continuum of Care body, in conjunction with the Collaborative Applicant, to create and ensure consistent implementation of Continuum of Care Policies and Procedures. In the 2013 HUD CoC Application that was published in late 2013, HUD clarified that to meet this requirement CoCs should not only be carrying out these roles, but should specifically include these responsibilities in their bylaws. In order to comply with federal CoC regulations, it is proposed that the "Duties" section of the bylaws be amended to specify HMIS and Continuum of Care Policies and Procedures oversight as additional duties. Specifically, it is recommended that the bylaws be amended to read as follows (proposed new language is in underlined and in **bold lettering**):

Duties

“Using the 10-Year Plan as a guide, the HSOC will:

1. Uphold and advocate for the implementation of the 10-Year Plan to End Homelessness objectives, revising the 10-Year Plan as needed
2. Prepare/approve annual goals and work plans for HSOC and the HSOC staff considering implementation activities, prioritized by urgency and resource availability, and monitor progress toward the goals
3. Coordinate the county’s collaborative systems of care to strengthen planning and cooperation among homeless-serving agencies **and oversee development and consistent implementation of Continuum of Care policies and procedures**
4. Identify gaps and duplication of services and identify new programmatic configurations and models of housing and service provision
5. Establish county-wide priorities, in line with the 10-Year Plan, for interagency coordination, services, and projects and prepare estimated funding requirements for use in fund raising efforts
6. Recommend public funding allocations to local jurisdictions and organizations in line with 10-Year Plan to End Homelessness objectives and priorities / Endorse grant applications to local jurisdictions to ensure compliance with 10-Year Plan objectives
7. Provide a forum for clarifying perceptions and expectations among agencies and between agencies and the community
8. Monitor homeless data to support improvements to service utilization **and oversee administration and implementation of the Homeless Management Information System (HMIS) in conjunction with the HMIS Lead and the Collaborative Applicant**
9. Identify critical homeless issues within the County, appoint ad hoc task forces or sub-committees to study issues and recommend solutions
10. Receive and share information about public and private agencies and programs relating to homeless services; serve as clearinghouse for best practices
11. Develop annual goals and objectives for review and support by the County Board of Supervisors and the seven City Councils, including results from prior years activities
12. Review critical legislation and issues in homeless services to determine and direct public education efforts as necessary
13. Participate as requested by the local jurisdictions in decisions, both fiscal and programmatic, relating to homeless services in San Luis Obispo County and its incorporated cities”

The proposed changes will codify current HSOC practices to make clear that the HSOC is in compliance with HUD regulations.

OTHER AGENCY INVOLVEMENT/IMPACT

The HSOC was involved with the changes proposed to the HSOC Bylaws and approved the changes at the regular HSOC meeting on January 15, 2014. In addition, County Counsel has reviewed the recommended language.

FINANCIAL CONSIDERATIONS

While this request will not have a direct financial impact to the County, failure to approve the Bylaw changes could potentially disadvantage the County’s application for CoC funding in the future.

RESULTS

Adopting these amendments helps to clarify the Homeless Services Oversight Council’s role and contributes to the County’s eligibility for CoC funding.

ATTACHMENTS

1. Attachment A - HSOC Bylaws